

Public Health Scotland Director of Clinical and Protecting Health

Information pack for applicants

Closing date: 15 April 2025



Translations



Easy read



BSL



Audio



Large print



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📞 0131 314 5300

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Foreword

Thank you for considering the role of Director of Clinical and Protecting Health in Public Health Scotland.

This is an exciting time to join PHS and to take on a key leadership role within our Executive Team. You will be the most senior professional public health leader within the organisation and, as such, you will play an important role in advising and supporting our Board and Executive Team colleagues. You will also be a key public service leader within Scotland, working closely with a wide range of partners to drive forward action that contributes to PHS's mission.

We have a clear vision, mission and purpose that applies to every member of staff in PHS. We have a resolute focus on improving Scotland's health and tackling health inequalities.

We are looking for a leader with proven experience of leading work relevant to this mission, recognising the vital importance of health protection, healthcare public health and health improvement. To succeed, you will have a clear track record as a collaborative leader who respects and values the range of professional disciplines and expert contributions that colleagues make right across PHS. You will demonstrate through your action that you bring people together across boundaries with clarity of purpose and direction.

PHS is an organisation driven by a clear set of values: respect, excellence, collaboration, innovation and integrity. We are determined that these are not simply words on a page but are integral to what we do and how we do it. We need a visible leader whose ways of working are consistent with these values, and who will build a culture within their directorate and across the wider organisation marked by both psychological safety and high performance. You'll play an active role in a supportive and dynamic Executive Team and will work to ensure that all staff have opportunities to learn, connect and contribute to the very best of their potential.

PHS has many competing demands for its time and energy. Given this, working with the rest of the Executive Team, you will support PHS and your teams to prioritise

their work so that they are focussed on what has the greatest impact in improving Scotland's health. You will also ensure that ways of working are efficient, making the most of new technology, and contributing to the reform and improvement of health and social care in Scotland, alongside broader public service reform. While ensuring the delivery of immediate priorities, you will also play a key role in looking to the future and advising our board, our sponsors and wider partners on the actions needed to secure long-term improvement and transformation in health outcomes.

You will be working alongside a fantastic team of colleagues, many of whom bring deep expertise in health protection alongside other domains of public health. Your role will be to lead and inspire them so that they contribute to the very best of their potential, with a clear focus on the overall purpose and mission that unites us.

While the role is challenging and requires substantial leadership experience, I'm also looking for a leader who is determined to keep learning, and who is reflective and considerate of the impact that they have on others. If all of this excites you and you meet the requirements for the role, then I hope you will apply and I wish you success as you do so.

Paul Johnston

Chief Executive of Public Health Scotland



Information about Public Health Scotland

What does Public Health Scotland do?

Public Health Scotland wants to see a Scotland where everybody thrives. Specifically, we want to see life expectancy in Scotland start to improve again. We want to see the difference in life expectancy between the poorest and wealthiest areas get smaller. You can read more about what we do in our [Strategic Plan 2022 to 2025](#). We are currently developing our new strategy, taking us from 2025 to 2035.

People in Scotland die younger than any other country in Western Europe. People in our poorest neighbourhoods die more than a decade before their neighbours in the wealthiest neighbourhoods. Poverty, poor-quality housing, low-paid work, unhealthy environments, vaccine-preventable and infectious diseases, access to services and unstable jobs all impact on people's physical and mental health. Life expectancy has stagnated since 2012.

Improving life expectancy and reducing health inequalities in Scotland will require action across the country by many organisations and individuals – both locally and nationally. As Scotland's national public health body, we are at the heart of that effort. Our role is to lead and support work across Scotland to prevent disease, prolong life and promote health.

The Director of Clinical and Protecting Health will have a key role in leading, driving, supporting and enabling this ambition.

PHS employs around 1,210 staff and is funded by a budget of around £100 million.

Public Health Scotland is a national health board jointly sponsored by the Scottish Government and the Convention of Scottish Local Authorities (COSLA), and it collaborates across the public and third sectors. Joint sponsorship means a commitment to shared decision making, planning and performance management in relation to the body. This recognises that a whole-system approach is crucial to

achieving real change. Scottish Ministers and COSLA are joint partners in the strategic planning, performance and annual review processes for Public Health Scotland. This arrangement, which is unique for a health board, reflects the crucial role that local government has in creating the conditions for wellbeing and health across Scotland.

You can read more about PHS on the [PHS website](#).

Information about COSLA and NHS Scotland

COSLA

COSLA is the voice of local government in Scotland. COSLA provides political leadership and representation on national issues and works on behalf of councils to strengthen local democracy and improve local services. You can find out more about COSLA in the [COSLA Plan 2022 to 2027](#) and the [COSLA Blueprint for Local Government](#).

COSLA's vision is to make communities better and more equal places by empowering local decision making and enabling councils to do what works locally.

We share this vision because the evidence tells us that it is the best way of getting things done. Approaches in our cities will not suit remote rural communities, just as the priorities in our towns will not be the same as those on our islands. And despite best efforts, 50 years of 'one size fits all' thinking has not reduced the inequalities that still affect too many parts of Scotland.

Instead, COSLA's vision can lead to real changes: more young people achieving their full potential; older people leading longer, better lives; good-quality jobs; and healthier, safer, more sustainable, and more empowered communities.

COSLA's principles

The COSLA vision is guided by five principles:

- **Strengthening local democracy:** Taking decisions as close as possible to the people they affect.
- **Working together locally:** Joining up public services to get better results and greater efficiency in the places they serve.
- **Delivering outcomes:** Making a long-term difference by focusing on impact not inputs, and by preventing problems before they arise.

- **Focusing on communities:** Building services around local priorities and circumstances and being accountable to local people.
- **Defending local choices:** Freeing up councils to reflect local circumstances and have flexibility over local decisions and resources.

NHS Scotland

NHS Scotland is made up of 22 individual NHS organisations, each with its own Board of Governance, accountable to Scottish Ministers.

NHS boards have governance responsibilities ranging from protecting, improving and maintaining the health of the people they serve, to the planning and delivery of safe, effective, sustainable, efficient and good-quality NHS services in their areas. Each board requires a diverse mix of individuals with varying skills and experiences to help in their organisation.

One of the main functions of these different bodies is to put government policies into practice in the best way possible. There are 14 territorial NHS boards, which are responsible for the protection and the improvement of their population's health and for the delivery of frontline healthcare services. There are also eight national NHS boards, which provide a range of support, specialist and national-level services. All boards work together for the benefit of the people of Scotland. That partnership working is especially important when we face new and emerging challenges such as the COVID-19 pandemic. It means we must work together, seamlessly across boundaries, while retaining our values and our focus on those who depend on health and care services.

While Public Health Scotland is a national NHS board, it occupies a unique place in relation to both the NHS and local government and will have strong links with both.

For more information about NHS Scotland visit www.scot.nhs.uk.

Useful background information

- The [PHS Strategic Plan 2022–2025](#).
- The [Board papers](#) from our most recent PHS Board meeting.
- The [PHS Annual Report and Accounts](#) for the year ending 31 March 2024.
- The [PHS Operating Plan 2024](#).
- The [PHS Digital Strategy](#).

Other useful links

- Scotland's [National Performance Framework](#) is our national wellbeing framework. It outlines our National Outcomes and is intended to catalyse collaborative action to deliver these for the Scottish population. Ensuring everyone is healthy and active is one of the 11 National Outcomes, but many of the others are also key to public health.
- Scottish Government's [Vision for health and social care](#) sets the direction for NHS Scotland's renewal and reform work.

For more information about the Scottish Government budget, please visit [Scottish Budget 2025 to 2026](#).

Job advert: Director of Clinical and Protecting Health

Grade will be dependent on Registration/qualifications

Consultant pay scale £107,144–£142,369 and Director of Public Health supplement (pro rata for part time)

or

Executive and Senior Management Level F – Salary £106,955–£141,596 (pro rata for part time)

About the organisation

Public Health Scotland has a unique opportunity for you to join our Executive Team and make a real difference to the health and wellbeing of the people of Scotland.

We are Scotland's national public health body. Our aim is to protect the health of the people of Scotland, and through our efforts increase healthy life expectancy and reduce health inequalities. We are accountable to the Scottish Government and Convention of Scottish Local Authorities, working closely with partners across all sectors in Scotland to realise our ambition of a Scotland where everybody thrives.

The post

The role of Director of Clinical and Protecting Health is critical. The country is facing significant challenges to public health; challenges that require innovative and creative leadership, a clear vision, robust response and close working between local and national partners. We are looking for a highly motivated and visible public health leader with a commitment to collaborative working to deliver results. You will direct our clinical and health protection function, working closely with partners in other NHS boards and in local authorities. You will lead and support emergency and contingency planning in relation to serious threats to public health. Working with fellow members of the Executive Team, you will lead on the delivery of the PHS

Strategy, work across our organisation, driving forward transformational change and displaying our values in your work to realise the ambitions of public health reform with partners and stakeholders across the system.

The candidate

You will have cross-organisational professional responsibility for specialist public health professionals and will lead our support for externally facing activity on learning and workforce development for public health professionals. You will be a credible and respected adviser, providing expert professional advice to the Public Health Scotland Board and its relevant committees, the Chief Executive, the Executive Team, the Scottish Government, COSLA and other partner organisations. You will be a motivational leader, creating the capacity for transformational change, leading on research and innovation and driving forward system-wide developments, while ensuring that core services are maintained.

We look forward to hearing what you will bring to our organisation and how your expertise will help us meet our ambitions for health and wellbeing in Scotland.

Disclosure

A consultant appointment will require a **PVG Scheme check**. If you have lived or worked overseas for more than 12 months in the last five years you will also be required to provide a criminal record check from the appropriate overseas agency.

An Executive and Senior Management appointment will require a **Standard Disclosure check**

Location and working pattern

The post is based in either Gyle Square, Edinburgh, or Bothwell Street, Glasgow. Hybrid working arrangements are possible, though with an expectation of working in person and with partners each week. Applicants on any working pattern are welcome to apply for this post, and job-share proposals would also be welcomed.

Work pattern

Monday to Friday, 37.5 hours per week (Senior and Executive Management) or 40 hours per week (M&D T&Cs).

The post-holder will be expected to participate in the out-of-hours on-call service provision which is around a 1 in 4 frequency.

During times of public health emergency, or other urgent business need, you may be required on a temporary basis to work your normal contracted working hours over seven days including weekends, in order to meet the needs of the service.

It is a condition of this employment that you must live and remain a resident within the UK when you are employed with PHS.

Benefits

Our benefits package includes pension scheme, comprehensive range of work–life balance policies, occupational health services, online learning resource and discounted leisure, financial and shopping benefits.

For an informal discussion on the post, please contact

PHS.ChiefExecutive@phs.scot

Further information on PHS is available from: <https://publichealthscotland.scot>

Closing date for completed applications is **15 April 2025**.

Shortlisted candidates will be invited to an assessment centre which will take place in the **week beginning 28 April 2025**.

Final panel Interviews will be held on **Monday 19 May and Wednesday 21 May 2025**.

Please note that the majority of correspondence is sent by e-mail only, so please check your e-mail regularly (including junk folders).

Public Health Scotland is an equal opportunities employer and, as a committed participant in the Disability Confident scheme, guarantees to interview all disabled applicants who meet the minimum criteria for our vacancies.

Job description: Director of Clinical and Protecting Health

Job Title: Director of Clinical and Protecting Health

Location: Gyle Square, Edinburgh, or Bothwell Street, Glasgow

Immediate Line Manager: Chief Executive, PHS

1. Job purpose

To plan, design and lead work to support the aims of Public Health Scotland (PHS) to protect the health of the people of Scotland, increase healthy life expectancy and reduce health inequalities. This includes providing expert advice to the Board, Chief Executive, Executive Team, the Scottish Government, COSLA, NHS Scotland, Directors of Public Health colleagues, and other organisations as required.

The Director of Clinical and Protecting Health is responsible for providing a collaborative and coordinated approach to the leadership of Public Health Scotland.

The post has cross-organisational professional responsibility for specialist public health professionals, leading system-wide research and innovation, and will direct Public Health Scotland's externally facing activity on learning and workforce development for public health professionals.

Specific responsibilities include:

- Overseeing the development and implementation of health protection services through the coordination of national health protection, monitoring health hazards, incident and outbreak management and raising standards in health protection, monitoring emerging infections.
- Overseeing the Scottish Vaccination and Immunisation Programme, with PHS working alongside NHS boards delivering the programme and shared

strategic leadership of the programme with senior colleagues in the Scottish Government.

- Leading work to ensure effective emergency and contingency planning in relation to serious threats and events that could cause damage to the public's health, including preparation for any future pandemic. The role provides professional leadership at a national level on all aspects of public health and health protection across Scotland.
- As a member of the Executive Team, leading work to shape, approve and implement the strategic direction, governance and performance management of Public Health Services (PHS).

2. Dimensions

- Collective responsibility for the achievement of PHS's strategic priorities and the delivery of outcomes relevant to their area of responsibility.
- Leading and delivering transformational change and demonstrating how the work of our teams has an impact on the achievement of the PHS Strategy.
- Developing purposeful partnerships which enable PHS to achieve its strategic objectives, continually ensuring that teams within each area of responsibility are efficient, effective and providing value for money.
- Ensuring delivery of core services within budget, while creating capacity for innovation and transformation.
- Strengthening networks with colleagues in national and local government which ensure PHS is aware of, and can influence, policy development which has a bearing on population health.
- The Scottish Government places a reliance on the Chief Executive and their Executive Team for perspective and guidance in relation to improvement of population health across Scotland; in the formulation of strategic public

health policy and the development of an organisation which will transform the delivery of public health services over a period of time.

- The Director of Clinical and Protecting Health has direct and significant influence on the way in which resources (both people and money) are deployed across the public health landscape.
- Will work with a wide range of stakeholders across Scotland to influence the development of national policy on health and wellbeing as well as protecting health, and will work closely with delivery partners and stakeholders across Scotland.
- A member of a number of national committees and discussion fora and will use these opportunities to influence the development of national policy on health and wellbeing and create a meaningful coalition for improvement of population health.

Direct responsibility

- Lead a group of approximately 259 staff (232 WTE) across five divisions: Clinical Health Intelligence and Research; Environment and Emergency Response; Infections Services; Public Health Microbiology; and Vaccination and Immunisation. Direct line management of seven Senior Specialists (including two Management leads and five Clinical/Specialist leads).
- The Clinical and Protecting Workforce comprises medical, technical, scientific, management, administration and support staff, who may be geographically dispersed across a number of sites throughout Scotland.
- Public Health Scotland's functions are funded by a core recurring budget of around £66 million and a significant non-core recurring budget of £32 million. Manage the Clinical and Protecting Health budget of currently £26 million.

- Provide professional and senior public health leadership for healthcare public health and health improvement at an organisational and national level.
- Responsible for the professional leadership for cross-organisational clinical governance.

Disseminated capacity

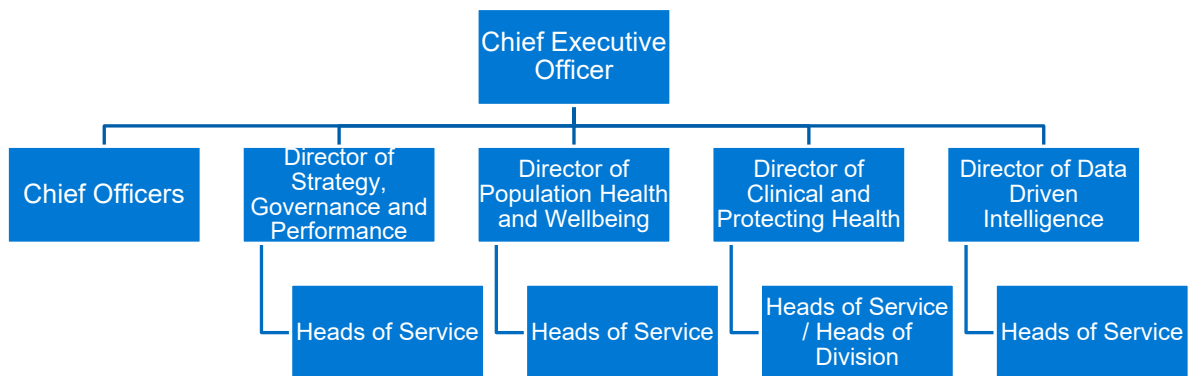
The focus of Public Health Scotland's responsibilities gives it impact significantly beyond its organisational resources. The statutory functions required of the public health body allow it, both directly and indirectly, to protect and significantly improve the population health and wellbeing and reduce health inequalities. Working both within and beyond the NHS in Scotland, the Director will influence and inform the wider system, by activities that include, but are not limited to:

- Providing highly visible and compassionate professional leadership at a national level and within Public Health Scotland.
- Enabling and supporting through strong leadership, good professional practice and the development of a competent and confident public health professional workforce.
- Research and innovation to put evidence into action.
- Providing health protection specialist expertise and leadership to the Executive Team.
- Coordinating and supporting Scotland's national health protection programmes, e.g. leadership of the Scottish Vaccination and Immunisation Programme.
- Whole-system preparedness and response to outbreaks and incidents.
- Leading on public health aspects of healthcare associated infections (HAI) and anti-microbial resistance (AMR) related work including supporting

incident response, liaison with national Antimicrobial Resistance and Healthcare Associated Infection (ARHAI) functions and with local HAI teams and supporting cross-professional working

- Ensuring strong collaboration and governance arrangements with other relevant agencies, including ARHAI and Food Standards Scotland (FSS)
- Surveillance and monitoring of hazards and exposures and horizon scanning
- Supporting or commissioning any specialist/reference services and progressing work to strengthen microbiology services across Scotland.

3. Organisational chart



Directors are strategic cross-functional posts and are key members of the Executive Team with cross-organisational reach and freedom to act internally, with significant influence externally.

Each Director plays a significant role at Board meetings. The Director of Clinical and Protecting Health is the joint lead for Population Health and Clinical Governance Committee and Chair of the PHS Clinical Governance Group.

The Director of Clinical and Protecting Health reports to the Chief Executive.

4. Role of body

Public Health Scotland has responsibility for leading and enabling the drive to improve health and wellbeing and reduce health inequalities across Scotland.

It delivers:

- strong public health leadership across the whole public health system in Scotland
- high-quality, effective and supportive health improvement, health protection and healthcare public health functions.

It is:

- intelligence, data and evidence led
- working to enable and support delivery at local level.

It delivers leadership roles in relation to:

- public health research
- innovation to improve population health and wellbeing
- supporting the broad public health workforce across Scotland.

Public Health Scotland makes important contributions to the development, implementation and evaluation of health in all national and local policies. The organisation works across a wide range of topics and settings with many partners and customers, including the Scottish Government, local government, other NHS boards, academia, the commercial sector and the voluntary sector. At the same time, the organisation focuses its leadership and expertise on those aspects of health and

health inequalities where there is the greatest potential for improvement and where the organisation's skills and resources can give the most added value.

PHS is a values-driven organisation and we expect all our staff to role model our values in everything they do.



5. Key result areas

As a member of the PHS Executive Team, contribute to the delivery of the organisation's strategic objectives and direction as well as business objectives and planning processes. The Director of Clinical and Protecting Health will provide strong and inspirational professional leadership to PHS, ensuring a highly motivated and trained workforce. In particular:

1. Responsible for the implementation of the strategic plan for Public Health Scotland, ensuring the organisation's work adds maximum value to the collective effort across Scotland to improve health and wellbeing outcomes and reduce health inequalities.
2. Deliver a dynamic, effective and innovative approach to the planning, management and provision of a range of national, regional and local services to partners, including NHS Scotland, integrated joint boards (IJBs), Scottish Government, local authorities, community planning partnerships (CPPs) and the wider public and voluntary sector.
3. Advocate for, support and enable local systems and national policy makers to take every opportunity to develop and implement policy that protects and

improves health, by influencing the social, economic and environmental factors that most influence health and health inequalities.

4. Contribute to the delivery of public services reform, identifying new and innovative ways of working to meet rapidly changing needs across the broader public sector.
5. Contribute to the continuous development of a dynamic and influential national body, engaged in population health improvement, protecting and improving the health of people in Scotland, with a positive organisational culture that supports innovation, effective multi-disciplinary working and which delivers measurable health improvement across Scotland.
6. Support Public Health Scotland's public profile with strong communications that support public confidence.
7. Provide inspiring senior and professional leadership to managers, staff, the Board and its Committees and make a significant contribution to delivering the Public Health Scotland strategic priorities consistent with our shared values.
8. As a member of the Executive Team, ensure the highest standards of corporate, financial, clinical, staff and information governance and related compliances are achieved with all relevant legislation and ensure that best use is made of assets entrusted by the Scottish Parliament. Ensure controls, systems and processes are in place, appropriate to a public body of the size and scale of Public Health Scotland.
9. Actively contribute to building organisational capability, ensuring all productivity and efficiency targets are met, the workforce remains fit for purpose, and services remain sustainable and resilient and are delivered in a way that ensures minimal environmental impact.
10. Provide leadership, management and oversight of the day to day Clinical and Protecting Health function, including emergency planning and the Public Health Scotland response to incidents and outbreaks so ensuring Public

Health Scotland has the capability and capacity to lead and respond to any national or significant threat to public health.

11. Provide professional and senior public health leadership for healthcare public health and health improvement at a national and organisational level.
12. Responsible for providing leadership which will enable strong professional practice, development of specialist skills and capabilities and the continuous development of a competent and confident professional public health workforce.
13. Provide leadership which supports the ongoing high-quality, resilient and efficient health protection for Scotland, including supporting the existing multi-disciplinary Scottish Health Protection Network and ensuring national health protection programmes are delivered to a high standard.
14. Develop, shape and assure the Clinical and Protecting Health protection function in its widest context, working closely with partners across the whole system of public health (both clinical and non-clinical), ensuring delivery of high-quality surveillance, response arrangements and support systems. Take overall responsibility for the surveillance and subsequent Public Health Scotland's response to incidents and outbreaks of infectious diseases and environmental hazards.
15. Utilise an evidence-based approach to manage clinical/professional advice and ensure the monitoring of related standards. Proactively use surveillance outputs to inform and influence local and national actions, policies and strategies.
16. To provide professional and senior leadership to support activity across the public health system to reduce HAI and AMR, and to provide the specialist health protection contribution to any significant incidents wherever they occur.

6. Assignment and review work

The Director of Clinical and Protecting Health reports to the Chief Executive of PHS with review of performance undertaken at various levels – through the agreement of performance objectives and formal performance appraisal by the Chief Executive, reviewed by the Chair. Formal appraisal is undertaken on an annual cycle, but more frequent, ongoing, informal reviews of current developments and progress on major issues will be undertaken on an ongoing basis.

The Director of Clinical and Protecting Health has a high level of autonomy within PHS, and the role will work across government policies and priorities at national and local levels, with a high level of independence to develop and implement actions that improve health and are aligned to the PHS Strategy. The post-holder may be tasked with undertaking specific projects on behalf of the Scottish Government, local government, NHS Scotland and the wider public sector. These will be subject to external review and monitoring within the context of appraisal and review outlined above.

The post-holder will be expected to participate in the out-of-hours on-call service provision which is around a 1 in 4 frequency.

7. Professional accountability

The Director of Clinical and Protecting Health will be professionally accountable to the Chief Medical Officer for Scotland.

8. Communications and working relationships

The Director of Clinical and Protecting Health will communicate with a wide range of senior staff across the organisation; the wider NHS in Scotland and beyond; and with senior officials of external organisations across public sector bodies and other organisation (e.g. academia) in Scotland and the UK. They will represent the organisation in links with Scottish Government. Several areas of operation

are sensitive and high risk with a wide variety of regulators requiring effective engagement.

Public Health Scotland operates beyond the boundaries of NHS Scotland, and will engage beyond Scotland, to assist the broader public sector. The Director of Clinical and Protecting Health will engage with a broad range of senior level stakeholders, including Chief Executives, local government leaders, civil servants, politicians, professional representative bodies, senior clinicians and other significant public sector stakeholders, locally, nationally and internationally.

Excluding the post-holder's immediate line manager (the Chief Executive of Public Health Scotland) and his/her staff within Public Health Scotland, the following are key working relationships, with examples of the purposes of these contacts:

- With the Executive and Non-Executive Directors of the Public Health Scotland Board, to lead, shape, approve and implement the strategic direction, governance and performance of the organisation; also, to ensure the provision of information and support to the Non-executive Directors to enable them to effectively fulfil their roles as non-executives.
- With representatives of the Scottish Government Health and Social Care Directorates (SGHSCD), to agree specific projects; on an ad-hoc basis to discuss and resolve difficult or controversial issues relating to national policy or problems of potentially high political or media interest; to respond to Parliamentary Questions; and to help shape, take forward and support wider corporate management arrangements put in place by Scottish Ministers and COSLA leaders.
- With Chairs, Chief Executives, Directors and other Senior Officers of health and public sector organisations, as a member of National Committees which determine national policy on health and wellbeing matters.
- With local government Chief Executives and other senior members of community planning partnerships (such as Police, Fire Service and

third sector organisations) to identify and help improve local public health outcomes.

- With MSPs/MPs/local health council chairs/public pressure groups/patient representatives/etc. to impart information about/consult upon/seek support for/respond to questions or concerns about issues within the remit of Public Health Scotland.
- With public health leaders from other national public health organisations e.g. UKHSA and other UK PHAs, in other parts of the UK, in Europe and internationally, representing Scottish interests.
- With the media – e.g. to respond to media questions about relevant matters; to proactively involve the media to impart information to the community at large on the work of Public Health Scotland; in response to a public health incident or outbreak; or on specific health and wellbeing issues.
- With national and local representatives of trade unions and professional organisations – e.g. for communication and/or consultation on major issues affecting staff, and to develop and maintain effective partnership working and staff governance.

Participate fully with Chief Executives, Chairs and senior colleagues across NHS Scotland to coordinate and develop national initiatives and support within the remit of Public Health Scotland in a manner that leads to the development of each organisation.

9. Most challenging part of the job

- To drive and maintain a dynamic corporate culture across the organisation that reflects the innovative, creative, influential and locality-focused nature of Public Health Scotland as it engages and influences across Scotland.

- In the event of public health incidents or outbreaks, to ensure that Scotland's public health is protected and that the public, media and politicians have confidence in the response.
- Develop effective strategies that meaningfully support partners across Scotland to deliver improvements in the health of the population. Formulating and securing related stakeholder sign-off through a strong appreciation of public health requirements, a knowledge of the challenges facing the whole system of public health in Scotland, a focus on performance at all levels (national, regional and local) and strong public health acumen.
- Being a credible and visible contact for a variety of leaders and influencers across Scotland. Developing or creating effective partnership relationships that provide a foundation for innovation and engagement to support improvement in public health outcomes.

10. Qualifications and/or experience specified for the post by the employing authority

The job requires an inspirational leader with the drive, understanding, vision, experience and political awareness necessary to provide clear and dynamic leadership in relation to advocating for and supporting local systems and influencing national policy makers.

Qualifications

- It is an essential requirement for this post that the individual must be a current and maintained public health-related registered specialist with a relevant professional body, for example the GMC, the GDC, the UKPHR.
- Inclusion in the GMC Specialist Register/GDC Specialist List/UK Public Health Register (UKPHR) for Public Health Specialists.

- If included in the GMC/GDC Specialist Register in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health practice
- Public health specialty registrar applicants who are not yet on the GMC Specialist Register, GDC Specialist List in dental public health or UKPHR **MUST** provide verifiable signed documentary evidence **that they are within 6 months** of gaining entry to a register at the date of interview.
- Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body.
- MFPH by examination, by exemption or by assessment.
- Educated to Masters level in a relevant subject, or equivalent, with relevant professional qualification/s or equivalent levels of professional and technical knowledge through extensive experience.

Experience

- Considerable experience of operating at a senior level in a diverse and complex organisation which requires the operation and understanding of matrix management skills.
- The post requires considerable experience of public health leadership and management expertise that encompasses health protection.
- Experience of the NHS and the dynamics of the healthcare system, or other public sector organisation, ideally at a national level.
- Highest levels of communication skills, ability to influence others and to direct the implementation of change. Strong presentation skills are required, as is the ability to express views and perspectives convincingly, coherently and compellingly using a variety of media.

- Demonstrate an open, supportive and visible leadership style in order to earn the confidence and respect necessary to deliver effectively across a portfolio of challenging and high-profile services; to support the development of a culture that encourages initiative, individual and team responsibility and open communication that motivates and engages staff.
- It is anticipated that the depth of competence required will be evidenced by a seasoned and experienced professional with extensive post-qualification experience.
- Demonstrate an ability to deliver results while pursuing opportunities for improvement and excellence.

Competencies

- **Leadership:** Communicates a compelling vision and provides visible and supportive direction and guidance that empowers, enables, motivates and develops staff to achieve Public Health Scotland's mission and purpose.
- **Strategic thinking:** The ability to transform strategy into implementation planning and project/change management to deliver significant and measurable outcomes.
- **Improving quality:** Focuses on continually improving outcomes for customers, patients and other stakeholders.
- **Achieving results:** Develops and implements SMART service plans with the ability to review current position, critically evaluate business processes and reviews own team and service performance against these.
- **Political sensitivity:** Fostering and building effective alliances underpinned by a strong ethos of partnership working with a broad range of stakeholders to enable effective working at a national level within Scottish Government, local government and across NHS boards and partner organisations.

- **Working in partnership:** Builds effective relationships with staff, customers, internal and external stakeholders to enable an outcomes focus within the demands of a fast-paced changing environment in the delivery of reform.
- **Improving performance through team-working:** Works effectively as a team member and leads their staff with tenacity to deliver shared goals.
- **Caring for staff:** Creates a healthy, psychologically safe and dynamic working environment in which staff wellbeing is promoted and individuals are supported and motivated in their roles.
- **Communicating effectively:** Communicates clearly and consistently with an ability to influence, negotiate and collaborate effectively with senior external and internal stakeholders.
- **Promotes a learning organisation:** Views learning as integral to service planning and delivery and develops organisational learning plans to maximise staff potential.

Demonstrates, through behaviours and actions, an absolute commitment to Public Health Scotland's values.

Person specification: Director of Clinical and Protecting Health

Listed in the following pages are the skills, knowledge, experience and values you will need to undertake this senior role within Public Health Scotland (PHS). The evidence you provide can be drawn from any sector but needs to be relevant to the scope and complexity of the role. Public Health Scotland's values are at the heart of everything that we will do. Public Health Scotland is unique in its shared leadership and accountability to national and local government.

As a Director of PHS, you will not only need to have the right skills, knowledge and experience for the role, but also be able to demonstrate behaviour aligned to these values set out below:

- Respect
- Integrity
- Collaboration
- Excellence
- Innovation

Required skills, knowledge, experience and values

Dimension	Essential	Desirable
Qualifications	<p>Educated to Masters level in a relevant subject, or equivalent.</p> <p>Current public health-related registered specialist with a relevant professional body e.g. GMC, GDC, UKPHR.</p> <p>The National Health Service (Appointment of Consultants) Regulations 1996 (legislation.gov.uk):</p> <p>GMC-registered professionals Inclusion in the GMC Full Register; and Inclusion in the GMC Specialist Register with a license to practice.</p> <p>If included in the GMC Specialist Register in a specialty other than public health medicine, you must have equivalent training and/or appropriate experience of public health practice.</p> <p>GDC-registered professionals Inclusion in the GDC Specialist List</p>	

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	<p>If included in the GDC Specialist List in a specialty other than dental public health, you must have equivalent training and/or appropriate experience of public health practice.</p> <p>UKPHR-registered professionals Inclusion in the UK Public Health Register (UKPHR) for Public Health Specialists.</p> <p>Public health specialty registrar applicants who are not yet on the GMC Specialist Register, GDC Specialist List in dental public health or UKPHR MUST provide verifiable signed documentary evidence that they are within 6 months of gaining entry to a register at the date of interview.*</p> <p>MFPH by examination, by exemption or by assessment, or equivalent.</p> <p>Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body.</p>	

Dimension	Essential	Desirable
	<p>CCT and CESR (overseas applicants): If an applicant is UK-trained in public health, they must ALSO be a holder of a Certificate of Completion of Training (CCT) or be within six months of award of CCT by date of interview. If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT.</p> <p>Documented evidence of current (or past) competence at the level required by the legislative guidance in order to be appointed as an NHS health board 'Competent Person' for the purposes of the Public Health etc. (Scotland) Act 2008, as set out in the appropriate regulations.</p>	
Training and experience	<p>Demonstrates considerable public health leadership and management expertise that encompasses health protection.</p> <p>Considerable experience of operating at a senior leadership level in a diverse and complex organisation.</p> <p>Experience of the NHS and the dynamics of the healthcare system, or other public sector organisation, ideally at a national level.</p> <p>Evidence of continuing professional/personal development, including management and leadership development.</p>	Experience of working at a Director level would be desirable.

Dimension	Essential	Desirable
	<p>Evidence a significant understanding of the strategic planning agendas across NHS Scotland and the wider public sector.</p> <p>Demonstrates a values-based leadership approach.</p>	
<p>Competencies to be tested in selection process</p>	<p>This post requires an individual who demonstrates a high level of competence in the critical leadership behaviours identified nationally as crucial to achieving success within NHS Scotland.</p> <p>Leadership: Communicates a compelling vision and provides visible and supportive direction and guidance that empowers, enables, motivates and develops staff to achieve Public Health Scotland's mission and purpose.</p> <p>Strategic thinking: The ability to transform strategy into implementation planning and project/change management to deliver significant and measurable outcomes.</p> <p>Improving quality: Focuses on continually improving outcomes for customers, patients and other stakeholders.</p>	

Dimension	Essential	Desirable
	<p>Achieving results: Develops and implements SMART service plans with the ability to review current position, critically evaluate business processes and reviews own team and service performance against these.</p> <p>Political awareness: Fostering and building effective alliances underpinned by a strong ethos of partnership working with a broad range of stakeholders to enable effective working at a national level with the Scottish Government, local government and across NHS boards and partner organisations.</p> <p>Working in partnership: Builds effective relationships with staff, customers, internal and external stakeholders to enable an outcomes focus within the demands of a fast-paced changing environment in the delivery of reform.</p> <p>Improving performance through team-working: Works effectively as a team member and leads their staff with tenacity to deliver shared goals.</p>	

Dimension	Essential	Desirable
	<p>Caring for staff: Creates a healthy, psychologically safe and dynamic working environment in which staff wellbeing is promoted, individuals thrive and are supported and motivated in their roles.</p> <p>Communication: Communicates clearly and consistently with an ability to influence, negotiate and collaborate effectively with senior external and internal stakeholders.</p> <p>Promotes a learning organisation: Views learning as integral to service planning and delivery and develops organisational learning plans to maximise staff potential.</p> <p>Values: Demonstrates, through behaviours and actions, an absolute commitment to Public Health Scotland Values.</p>	
General	<p>Willingness to travel in Scotland and, where necessary, across the UK to engage with staff and support the work of partners.</p> <p>Ability to participate in the out-of-hours on-call service provision which is around a 1 in 4 frequency.</p>	

*Applicants going through the portfolio registration routes (GMC or UKPHR) are not eligible to be shortlisted for interview until they are included on the register. The six-month rule does not apply to these portfolio route applicants.

Employers are advised that individuals should not take up consultant in public health medicine or consultant in public health posts (including DPH posts) until such point as they have gained entry to the GMC Specialist Register/GDC Specialist List in dental public health/UK Voluntary Register for Public Health Specialists. Although applicants will be able to provide documentary evidence that an application is in progress, no guarantee can be made as to the outcome of an application to the GMC/GDC/UKPHR specialist registers.

The above guidance applies to applications for both general and defined specialist registration with the UKPHR. Individuals with defined specialist registration are eligible for consideration for shortlisting for, and appointment to, consultant posts including those at DPH level. In all appointments, employers will wish to ensure that an applicant's areas of competence meet those required in the person specification.

Conditions of service

Post: Director of Clinical and Protecting Health

Base: The post is based in either Gyle Square, Edinburgh, or Bothwell Street, Glasgow, including hybrid working

Grade and remuneration

Consultant Pay Scale £107,144 – £142,369 & Director of Public Health supplement (pro rata for part time)

or

Executive & Senior Management Level F - Salary £106,955 – £141,596 (pro rata for part time)

Your salary will be paid into your bank account on the last Thursday of each month.

Working hours

Monday to Friday, 37.5 hours per week (Senior and Executive Management) or 40 hours per week (M&D T&Cs).

The post-holder will be expected to participate in the out-of-hours on-call service provision which is around a 1 in 4 frequency.

During times of public health emergency, or other urgent business need, you may be required, on a temporary basis, to work your normal contracted working hours over seven days including weekends, in order to meet the needs of the service.

It is a condition of this employment that you must live and remain a resident within the UK when you are employed with PHS.

Annual leave and public holidays

Annual leave entitlement is as below. NHS employers have the discretion to take into account any period or periods of employment with employers outside the NHS, where these are judged to be relevant.

- 27 days on appointment
- 29 days after completion of 5 years' NHS service
- 33 days after completion of 10 years' NHS service

Eight statutory and public holidays are also available within the leave year.

For Executive and Senior Management appointments, four of the public holidays are fixed over the Christmas and New Year period and four are floating. **The annual leave year runs from 1 April to 31 March.**

Consultant appointments are entitled to 33 days annual (pro rata) leave with full pay each year, plus eight public holidays (pro rata). Arrangements for leave and other absences will be in accordance with NHS Public Health Scotland policies and procedures and those determined in the service directorate. **The annual leave year runs from the date of appointment.**

Sickness entitlement

Sick pay will be in accordance with the provisions of the UK Staff Council for an Executive and Senior Management appointment

Sick pay will be in accordance with [section 7 of the Terms and Conditions of Service](#) of the Consultant Grade (Scotland) as amended from time to time for a **consultant appointment.**

How to apply

Please apply online through the dedicated [NHS Scotland recruitment website](#). If you experience any difficulties accessing the website, please contact the recruitment team at NHS National Services Scotland by telephone on 0131 275 7700 or by email at nss.wfrs@nhs.scot

For an informal discussion on the post, please contact PHS.ChiefExecutive@phs.scot

Applying online

You have the option to save and edit your online application form at a time that suits you best. Please remember to submit your completed application by the closing date – Tuesday 15 April 2025.

Application guidance

Your application is the key document which will determine whether you are shortlisted to attend the assessment stage. You must, therefore, demonstrate within your application how you meet the skills, knowledge, experience and values required, as laid out in the Person Specification, relevant to this post. CVs will not be accepted. NHS Scotland is committed to diversity and equality. The appointments process promotes, demonstrates and upholds equality of opportunity for all applicants.

The monitoring information section of your application is confidential and will **not** be made available to the selection panel nor used to assess your suitability for appointment. The remaining parts of your application form are made available to those involved in the review and shortlisting prior to the selection process for the assessment stages.

Equalities monitoring form

NHS Scotland is committed to diversity and equality. The appointments process promotes, demonstrates and upholds equality of opportunity for all applicants. The equalities monitoring information is not provided to the selection panel.

The information gathered from equalities monitoring is very important and helps to determine public policy in equality and diversity, ensuring that everyone is treated fairly, without discrimination because of age, disability, gender reassignment, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

All questions are optional. You are not obliged to answer any of these questions but the more information you supply, the more effective our policy development will be.

All information supplied will be non-attributable, completely anonymous and will be treated in the strictest confidence, in line with the principles of GDPR Article 9 (2) (b). It will not be placed on your personal file.

Assessment process

This is both a competency and a values-based assessment which will happen in three stages.

The **first stage** is our selection panel assessing applications received against the essential requirements for the role that are being tested at this stage. The applicants who most closely meet these requirements will be invited to the next assessment stage. You'll be advised by email whether or not your application will progress to this stage.

If you require any reasonable adjustments to support you through the application and selection process, please contact our Recruitment team by telephone on 0131 275 7700 or by email at nss.WFRS@nhs.scot.

The **second stage** may involve a number of activities such as a psychometric test, a presentation, a values-based competency-based interview and a staff panel exercise.

You will complete the psychometric test online at home and in advance of the other elements.

The **final stage** will involve a final panel interview. This follows feedback from the assessment centre. The **assessment centre will be held in the week starting 28 April 2025**, with **final panel interviews taking place on 19 and 21 May 2025**. Full details will be provided to those who are invited to each stage.

All candidates interviewed will be advised in writing of the outcome of the interview and feedback will be offered.

Application progress

Applicants who are not shortlisted will be advised of the outcome of their applications in writing, as outlined in the 'Key dates' table below.

Feedback will be offered to all applicants who progress to the assessment centre and final panel interview. Subject to the number of applicants, feedback may also be available to those who were not shortlisted on this occasion, should this be requested.

Key dates

What happens	Dates
Date appointment publicised	Friday 21 March 2025
Closing date for applications	Tuesday 15 April 2025
Date of longlist meeting to select applicants for assessment centre	Monday 21 April 2025
Assessment centre	Week starting 28 April 2025
Final panel interview	Monday 19 or Wednesday 21 May 2025

Please note that these dates are still subject to final confirmation. Once these have been confirmed, and if invited to the assessment centre or final panel interview, we will be unable to offer alternative dates.

The selection panel

The selection panel will be:

- Paul Johnston, Chief Executive, Public Health Scotland (Chair)
- Professor Sir Gregor Smith, Chief Medical Officer, Scottish Government
- Ann McKechin, Vice Chair, Public Health Scotland and Chair of the Remuneration Committee
- Dr Andrew Rideout, Lead Consultant, East Region Health Protection Service NHS Scotland (Faculty of Public Health)
- Dona Milne, Director of Public Health and Health Policy, NHS Lothian
- Serena Barnatt, Director of HR, NHS National Services Scotland (HR advisor to the panel)

To make sure that the process is transparent, and the appointments are made on merit, the selection panel will declare if they know anyone who has applied for these appointments.

Expenses

If you are invited for interview you can claim for reasonable expenses incurred in attending. This includes dependent carer expenses. We ask that you consider the most efficient and economic means of travel. If an overnight stay is necessary, you must contact the recruitment team in advance by emailing nss.WFRS@nhs.scot. A copy of our travel and subsistence rates and claim form can be provided to you on request. Original receipts (not photocopies) must be provided in support of all claims.